

**VA Enterprise Architecture Council Meeting  
19 January, 2006  
10:30 am to 12:00 noon, VACO 630**

**MINUTES**

**19 January 2006 Agenda**

Old Business:

EA/IT Governance Update – Gary Krizanovic

Update of 6 Key Focus Areas – Scott Cragg

DMB Business Data Advisory Workgroup Update – Luigi Tenore

New Business:

Mitre Assessment

RE Requirements Off-Site

EA 4.1 Status

EA Strategic Planning

EA Conference

Architecture Management Review Off-Site Meeting

EIB/EITB/IT Capital Planning Status and OMB Business Case Milestone Review

**Meeting Notes and Discussion Topics**

**Opening Remarks – Scott Cragg**

- The February EAC meeting is cancelled due to an Architecture Management Review Meeting scheduled in Salt Lake City at the same time.

**EA/IT Governance Update – Gary Krizanovic (Handout: Governance Swim Lanes 3.0.ppt)**

- The goal of IT governance process is to review management control of project performance, cost and schedule.
- EIB/EITB, chaired by the CIO, will meet periodically to review major projects. The EIB/EITB needs to be buttressed by the Investment Review Working Group (IRWG), the Technical Review Board (TRB), and Program Review Board (PRB) to ensure management and execution rigor.
- Pre-Milestone Briefs will be needed to ensure that appropriate information is presented at the EIB/EITB.
- Every project must fall under some degree of assessment rigor. Depending on the project, this process may be delegated to a lower level or within an Administration. Specific details have not been defined yet.
- Technical Review Board (TRB) would be comprised of technical staff from Administrations, 005E, 005S, 005T, etc.
- Program Management and Execution will reside within the Administrations.

**EAC Focus – Scott Cragg**

- 1) The Chief Architect has drafted an EA Strategic Goals document for review by the EAC. Comments are encouraged. The strategic goals are intentionally high-level and are as follows:
  - Everything possible via the Web and Self Service
  - All Data and Applications are shared, multi-use and accessible

- VA's Infrastructure is Self Healing, Robust, Transparent and ALWAYS Available
- The Goals document will be incorporated throughout the EA communication and artifact strategy.

#### **DMB Update – Luigi Tenore**

- The DMB is making steady progress on the Data Architecture Methodology document and hopes to present the results of this work at the Architecture Management Review Off-Site Meeting scheduled in Salt Lake City in February.
- The DMB chair proposed a Business Data Advisory Board (BDAB) to fulfill that role. Review of the current initiative revealed that more work is required to define roles and responsibilities as well as to understand the current ongoing data management practice across VA and in the administrations.
- The DMB was tasked to further research roles and practices and report back to the EAC.

#### **EA Artifact Assessment – Dr. Mary Ayala-Bush (Mitre)**

- Mitre was tasked to perform an independent review of EA 4.0 against FEA EA Assessment Framework 2.0 and make recommendations to improve VA's EA 4.1 before OMB submission in February. FEA AF 2.0 "moved the bar" and resulted in an automatic drop of agency scores. Passing score is a 3 of 5. The Mitre brief identified "quick hit opportunities" for Completion, Use, Results and Policy Alignment Criteria and Ratings.
- Al Zuech is addressing many of the "quick hit opportunities" in EA 4.1.
- Next steps: Mitre will do a follow on assessment of EA 4.1 against the FEA AF 2.0.

#### **RE Requirements Off-Site – Scott Cragg**

- The HEC in Atlanta hosted an RE Requirements Off-Site on January 11-13, 2006. The meeting brought all 3 Administrations and key stakeholders together to discuss high-level requirements for RE and related issues.
- An identical event is recommended for Contact Management Requirements review and the yet to be established Data Administration Program Office.
- No single organization has been identified as accountable or with the responsibility for Enterprise Data Administration. 005E has proposed a solution and working through details.
- Meeting Minutes and Action Items from the RE Requirements Off-Site will be sent via email to EAC members and will be published on the EAC Intranet website.

#### **EA 4.1 Status – Al Zuech**

- EA 4.1 is in progress. An EDMS will be circulated on January 31 providing you an opportunity to review EA 4.1

#### **EA Conference – Scott Cragg**

- OEAM is planning an EA Conference for approximately 100 people, comprised of key VA stakeholders from the Administrations and private industry, to engage in a discussion about EA. The event is scheduled for the Apr/May/June timeframe.
- This will be a working conference with working sessions and outputs. No talking heads. No industry business development staff
- EAC members expressed concern that the right representatives from the Administrations be invited. 005E agreed that the number may be more than 100 and

that OEAM would reach out to the Administrations to make sure the right people were there.

#### **Architecture Management Review Off-Site Meeting – Scott Cragg**

- In preparation of the EA Conference, OEAM is planning an Architecture Management Review in Salt Lake City, Utah on February 15-16, 2006.
- This 1-1/2 day event would be comprised of approximately 40 people, comprised of key VA stakeholders from the Administrations and some private industry. The purpose of this event is to tee up issues and priorities that will drive the agenda for the EA Conference in the Apr/May/June timeframe.
- May try to have a short EAC Meeting via teleconference during this event.

#### **EIB/EITB/IT Capital Planning Status and OMB Business Case Milestone Review – Eleanor Sullivan-Friday**

- Exhibit 53's were submitted January 6, 2006.
- Concept Papers are due January 23, 2006.
- Contract will soon be awarded to help Project Managers with PMR's

#### **Open Discussion**

- VBA requested that the following be included in the minutes and that these issues be addressed by the EAC at the next meeting:
  - Legacy modification funding: As the Department creates common services, the Department should fund the resulting modification to Administration applications.
  - Impact on Lines of Business: As the Department creates common services, impact on business operations should be minimized to the extent possible.
  - RE/CM Program Status: The status of a program, especially a clear understanding of where it is in its lifecycle, must be communicated to the business community.
  - Veterans Self Service Policy: A policy that governs the introduction of self-service features to the veterans needs to be formulated and communicated before modifications to business practices and the underlying technology are initiated.
- Pedro Cadenas, Office of Cyber and Information Security, stated that he is currently trying to identify forward-facing (veteran self-service) applications that do not require e-Signature or e-Authentication. VA's score will remain "yellow" until this is addressed.
- David Cheplick, Office of IT Operations, stated that he would like to be on a future EAC agenda (April/May/June timeframe) to discuss COOP.

#### **Action Items**

- Action Item (internal): Send Emerging Strategic Vision document to EAC and DMB members for comment by Monday, February 6, 2006 Owner: Melanie Leschnik
- Action Item (internal): Send RE Requirements Off-Site Meeting Minutes and Action Items to EAC members Owner Melanie Leschnik
- Action Item (internal): Cancel February EAC Meeting Owner: Melanie Leschnik
- Action Item (internal): Melanie Leschnik to sign non-disclosure/release form Owner: Melanie Leschnik

- Action Item (internal): Dave Cheplick would like to meet with Mitre to discuss IPV6  
Owner: Melanie Leschnik
- Action 9.1.a: Research BDAB role and report back to the EAC (what should/shouldn't BDAB do, functions, who should it interface with, etc.) Owner: Luigi Tenore

**Next EAC Meeting: Tentatively 16 March, 2006 at 10:30am, VACO Room 630, dial up will be established**

**Projected March Agenda**

- Business Data Advisory Board Update (Luigi Tenore)
- Issues for Consideration (Ross Smith)

**Upcoming Topics for Discussion:**

- COOP (David Cheplick)
- IPV6 Update (Sally Wallace/David Cheplick)
- Managing Data Architecture in an EA Repository (Haiping Luo)
- Security Architecture (Pedro Cadenas)
- Veteran ID Challenges and Options
- VBA Corporate Database
- Briefings:
  - VHA Architecture
  - VBA Architecture
  - VBA RO Architecture
  - NCA Architecture
  - VISN/RDPC Architecture

Approved:

Signed  
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Scott Cragg  
Associate Deputy Assistant Secretary  
Enterprise Architecture Management  
Chief Architect

20 January, 2006  
Date